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ABSTRACT

Prepared as an outline of the long range Michigan library development program, as required by the Library Services and Contruction Act (LSCA), this document presents goals, objectives, and procedures for extending, improving, and strengthening library services to unserved and underserved segments of the Michigan library population from 1983 to 1988. A needs assessment precedes a discussion of objectives focusing on seven areas: (1) public library cooperation, including the strengthening of metropolitan and urban resource libraries; (2) service to the disadvantaged, including low-income persons, the elderly, persons of limited English speaking ability, and those geographically isolated; (3) service to the physically handicapped; (4) service to residents of state and local institutions; (5) improving and strengthening the state library administrative agency; (6) construction and remodeling of public libraries in order to meet barrier free standards and conserve energy; and (7) multitype library cooperation, including establishment of local, regional, and interstate library networks and the coordination of resources among school, public, academic, and special libraries and information centers. Strategies for each of these areas are discussed, followed by a statement on continued planning and periodic evaluation. A 5-year graph for the overall state action program, information on the formation of the Library of Michigan, and a list of the 1983-84 LSCA Advisory Committee members are provided. (ESR)

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LIBRARY OF MICHIGAN

LONG-RANGE PROGRAM

THE STATE PLAN FOR MICHIGAN

OF THE

LIBRARY SERVICES AND CONSTRUCTION ACT

FISCAL YEARS
1983-88

IR050672

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LIBRARY OF MICHIGAN

On March 30, 1983, the Library of Michigan came in o being as the result of Michigan Public Act No. 540 of 1982. Formerly called State Library Services within the executive branch's Department of Education, the Library of Michigan is under the jurisdiction of the legislative branch and is the responsibility of the Legislative Council.

Amendments to P.A. 540 provide for the establishment of an advisory Board of Trustees as follows:

(A) Three legislators appointed by the Legislative Council, not less than one of whom shall be a member of a minority party;

(B) A representative of the Michigan Library Association to be appointed from a list of three persons nominated by MLA;

(C) Two members of the general public who represent users of the state library;

(D) One member who is a librarian from a college or university library;

(E) One member who is a librarian from a public or private K to 12 system;

(F) Two members who are librarians from public libraries;

(G) One member who is a librarian from a special library;

(H) One member who is a librarian from a state agency library;

(I) The chief justice of the Supreme Court or a designee of the Supreme Court; and

(J) The director of the Legislative Service Bureau.

The members in categories B through H are to be appointed by the governor. The advice and consent of the Senate is no longer required for these appointments.

It is expected that the Board of Trustees will be appointed in late 1983. The Legislative Council, in consultation with the Board of Trustees, appoints the permanent State Librarian.

PURPOSE OF LONG RANGE PLAN

The Purpose of Michigan's Long Range Plan is to extend, improve, and strengthen libraries' services in areas of Michigan which are without such services or in which such services are inadequate.

LSCA Title I federal funds received by Michigan will be used to extend and improve public libraries in such areas as:

I. Public Library Cooperation

- Strengthen metropolitan libraries which serve as national or regional resource centers.
- Strengthen major urban resource libraries.
- Planning for and taking steps leading to the development of programs and projects designed to extend and improve library services statewide.

II. Service to the Disadvantaged

- Areas without service or areas with inadequate services.
- Inadequate services due to geographic isolation.
- Low-income persons in urban and rural areas.
- Persons of limited English-speaking ability.
- Provide library services for older persons.

III. Service to the Handicapped

- Physically handicapped persons.

IV. Service to Institutions

- Residents of state and local institutions.

V. Strengthen the State Agency

- Improve and strengthen the state library administrative agency.

LSCA Title II federal funds will be used for the purpose of:

VI. Public Library Construction

- New construction and additions to public libraries and the remodeling of public libraries necessary to meet barrier free standards and to conserve energy.

LSCA Title III federal funds will be used for the purpose of:

VII. Multi-Type Interlibrary Cooperation

- Plan and establish local, regional and interstate cooperative networks of libraries.
- Develop systematic and effective coordination of the resources of school, public, academic and special libraries and information centers.

In 1977, P.A. 89 provided for the establishment of cooperative libraries that would provide directly or through contract, services to the public library members within the cooperative library's area. Using the boundaries of the public library cooperative, multi-type library regions of cooperation have been formed on a voluntary basis for delivering a variety of resource and support services. LSCA funds are being used to develop and strengthen the services of both the public library cooperatives (Title I) and the multi-type regions of cooperation (Title III).

ADVISORY COUNCIL/OFFICE OF EDUCATION

Each state desiring to receive funds under the Library Services and Construction Act (P.L. 84-597) must submit a State Plan in consultation with the U.S. Commissioner of Education.

The State Plan has three parts:

- the State/Federal Agreement, also referred to as the Basic State Plan
- the Long-Range Program, and
- the Annual Program

The State Plan, which is multi-faceted, begins by outlining a method for the most efficient, equitable and effective utilization of existing library resources, and proceeds to a long-term plan for overcoming the existing inadequacies of library services.

The U.S. Commissioner of Education requires that the State appoint a committee of representatives of the different types of lioraries and of library users for the purpose of:

1) advising in the development of the State Plan
2) advising in policy matters arising in the administration of the State Plan, and
3) assisting in evaluation of programs, services, and activities conducted under the State Plan.

This document represents the combined efforts of the LSCA Advisory Committee and staff to develop a plan of action for meeting the identified library needs of Michigan over the next five years. The LSCA Advisory Committee role has been one of reviewing and reacting to drafts of the Long-Range Plan throughout its development. As representatives of different types

of libraries and library users, the committee members have contributed their expertise to appropriate areas which are included in the final document.

The committee members have carefully reviewed all written comments as well as attended public meetings where the plan was discussed. At subsequent planning meetings the committee members incorporated as many appropriate comments as possible into the final version of the document.

Since it is recognized that the identification of library needs is an evolutionary process, it is anticipated that this State Plan will be revised annually.

Members of the committee and the areas they represent are as follows:

LSCA ADVISORY COMMITTEE
1983-84

REPRESENTING LIBRARIES SERVING INSTITUTIONS:

Mrs. Beverly Papai
Farmington Community Library

REPRESENTING LIBRARY USERS:

Mrs. D. Richard (Jean) Frazier
617 Winifred
Lansing

Mr. L. Robert McConnell
Bureau of Rehabilitation
Michigan Dept. of Education
Lansing

Ms. Pamala Fowler
Lansing City Hall-Mayor's Office
Lansing

REPRESENTING GEOGRAPHICALLY DISADVANTAGED:

Mr. Lee Lebbin, Librarian
Michigan Tech. University
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REPRESENTING INSTITUTIONAL LIBRARIES:

Mr. Dan Graves
Michigan Reformatory
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REPRESENTING LIBRARIES SERVING HANDICAPPED:

Dr. Alida Geppert, Director
Southwest Mich. Library Cooperative
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Mr. William Miller
Michigan State University Library
East Lansing

REPRESENTING SPECIAL LIBRARIES:

Doris Asher
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REPRESENTING COOPERATIVE LIBRARIES:

Mrs. Jane Hale Morgan, Director
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REPRESENTING SCHOOL LIBRARIES:

Mr. Joseph Yarbrough
Waverly Schools-Library Services
Lansing

REPRESENTING DISADVANTAGED LIBRARY USERS:

Ms. Pat Frey
Community Education
Ann Arbor Public Schools

REPRESENTING PUBLIC LIBRARIES:

Mr. Arthur M. Woodford
St. Clair Shores Public Library

This Committee includes categories designated by the U. S. Office of Education.

NEEDS ASSESSMENT

In arriving at need assessment statements, two documents have been used. The first is a Report of the White House Conference on Libraries and Information Services, March 26-28, 1979 (see appendix for full text); secondly, criteria developed for the Basic State Plan. In looking at the purposes of the Long-Range Plan, it is evident that the resolutions of the Michigan White House Conference and the criteria for the Basic State Plan address identified needs for improving library services in Michigan. Specific resolutions and criteria which address these purposes are as follows:

I. Public Library Cooperation

A. White House Conference Resolutions

-...that this conference support the concept of universal library service and request local, state and federal funding to assure equilateral support to all libraries.

-...that new sources of library funding be directed toward improvement of library personnel in order that existing facilities and resources are used to full advantage.

-...that library service and materials should be guaranteed for all citizens.

-...that public librarians, specially trained in early childhood education, provide enrichment programs for preschoolers and guidance in early childhood education for their parents.

-...that public libraries should provide staff and/or trained volunteers to act as liaison with community agencies and special groups to collect the information necessary for referral service.

-...that library staff at every level be committed to involvement in continuing education, especially:

1. Current technological developments,
2. Public service techniques,
3. Appreciation and respect for the individual needs of all library users.

-...that where appropriate, libraries implement more organized study programs such as CLEP, schools without walls, and external degree programs which give credit for life experience.

-...that a vigorous public relations program including library instruction, be planned and implemented at local, regional, state and national levels to inform the general public about these currently available services. In the State of Michigan such a program should be planned and implemented under the auspices of the State Library and should include library support groups such as the Friends of the Library.

-...that public libraries in the State of Michigan be instructed to add "And Information Services" to their formal titles.

-...that libraries evaluate their programs and materials periodically using such methods as surveys, public hearings, or citizens' committees.

B. Criteria for Major Urban Resource Libraries (MURLS) are:

1) An eligible library must have a population of 100,000 or more as identified by the U.S. Commissioner of Education.

2) An eligible library must have a collection of value to the individual users and libraries throughout the regional area in which it is located. The collection must have at least 200,000 volumes and/or annual circulation of at least 300,000 volumes. The library should have at least one special collection that is unique.

3) An eligible library must verify that services are provided throughout the regional area. Services provided include walk-in, interlibrary loan, mail, telephone (including reference and interlibrary loan), and photocopy (which may be at cost).

4) An eligible library must define the regional area for which services are provided. The entire public library cooperative area in which they are located must be served.

II. Service to the Disadvantaged

A. White House Conference Resolutions

-...that libraries work diligently with community leaders to develop and improve regularly scheduled transportation systems; to provide specialized transportation for those with special needs; thus assuring that all citizens of the community have access to the library facilities.

-...that an Indian library consortium be established consisting of those organizations interested in or providing library/media/information services to Indian people on reservations and sponsor the formation of an Indian library association which could develop standards for Indian libraries, and that initiatives in this direction be undertaken as a part of the White House Pre-Conference follow-up.

-...that public libraries identify such groups (those with needs which are not being adequately met) and implement out-reach programs utilizing all library materials and services.

B. Criteria for determining areas without services or libraries with inadequate services are:

1) An area in Michigan unserved by a legally established library shall be considered as having inadequate services.

2) Public libraries that are not "active and participating" members of cooperative libraries have inadequate services for their local patrons.

3) Public libraries that fail to meet the three minimal standards---financial, hours, and certification--of P.A. 286, 1965, are considered to have inadequate library services.

4) Public libraries that do not have direct services from a Major Urban Resource Library

C. Criteria for determining areas with high concentrations of low income families are:

1) Persons residing in urban and rural areas of Michigan counties which are economically disadvantaged.

2) Economically disadvantaged areas are identified through the application of one of the following factors:

a. Counties where per capita incomes are below the average per capita personal income in Michigan;

b. Counties where unemployment rates are at or above the average unemployment rate in Michigan.

To assure priority to programs or projects servicing areas with high concentrations of low income families, strategies listed in the Long-Range Program place high priority on servicing the needs of these residents. Special consideration is given to library program and service grant applications that reach high concentrations of persons who meet the established disadvantaged criteria.

Local public library programs are coordinated through the library cooperative network.

D. Criteria for programs addressing the needs of persons of limited English-speaking ability are:

1) Those projects which are directed to serve individuals not born in the United States, or those whose native language is a language other than English.

2) Those libraries located in areas where there exists a concentration of persons with limited English-speaking ability.

To assure priority to programs or projects servicing persons of limited English-speaking ability, strategies listed in the Long-Range Program place high priority on servicing the needs of this specific group. Special consideration is given to library program and service grant applications that reach high concentrations of people whose common native language is other than English and who reside in an urban environment.

Local public library programs are coordinated through the library cooperative network.

III. Service to the Handicapped

A. White House Conference Resolutions

-...that the network of libraries serving the blind and physically handicapped, as part of the Library of Congress program, receive an annual per capita grant per active qualified borrower, over and above a basic grant from the state.

-...that qualified interpreters for the deaf be provided for all library programs and services and that funds be allocated for those services.

B. Criteria for determining adequacy of public library services for physically handicapped persons are:

1) Regional libraries in the Library of Congress network charged with responsibilities to serve blind and physically handicapped persons.

2) Subregional library outlets in the Library of Congress network established to service print handicapped persons.

3) Library programs and projects that service the deaf and hearing impaired while utilizing the network concept in the delivery of services.

4) Library programs and projects which encourage and motivate local libraries to provide services and barrier free facilities for the handicapped.

Local public library programs are coordinated through the library cooperative network.

IV. Service to Institutions

A. White House Conference Resolutions

-...that library services and materials should be guaranteed for all citizens.

B. Criteria for determining adequacy of public library services for persons in institutions are:

1) State institutional libraries engaged in custodial care or rehabilitation of persons with health,

behavorial or social problems.

2) Library programs and projects which serve residents of local institutions and adult foster care facilities.

Local public library programs are coordinated through the library cooperative network.

V. Strengthen the State Agency

A. White House Conference Resolutions

-...that the function of the State Library be reexamined in view of future needs and technological advances in determining the design and equipping of a new building.

VI. Public Library Construction

A. White House Conference Resolutions

-...that federal government funds be designated for the remodeling of such facilities (library buildings erected before 1968 Architectural Barriers Act); and, where such buildings cannot be made barrier free, for the development of materials and information delivery systems which will meet the needs of handicapped citizens, senior citizens or those with special needs.

VII. Multi-Type Interlibrary Cooperation

A. White House Conference Resolutions

-...that these special library collections (legal and other special information resources) be made available to the public through cooperation and networking.

-...that the Michigan State Library should become a planning and coordinating agency for networking in Michigan.

-...that adult needs for library and information services be given serious consideration in school and academic, and public libraries.

-...that funding be made available so that the State Library in association with the Michigan Library Consortium and other state library agencies build

and share a bibliographic data base of the holdings of the libraries of Michigan.

-...that school libraries and public libraries, working in concert with the Michigan Department of Education, promote cooperative efforts for sharing resources and services to their joint public.

-...that all libraries in the state work to develop means of greater cooperation and sharing of resources.

-...that librarians from all types of libraries in the individual Regional Educational Media Center (REMC) districts meet to discuss their collections and eventually publish directories of such collections, including availability to the public, location, services, hours, human resources, etc., to be compiled into a state directory and eventually into a national directory.

-...that information technology be applied to storage, bibliographic identification, location, retrieval and transmission of information to facilitate sharing of resources.

Goal: Equality of Access to Information

The pursuit of this ambitious goal will demand the concerted efforts of all libraries on a local, regional and state level. In attempting to move towards the achievement of this goal during the next five years, the responsibility and direction of library development and growth in the state might involve such areas as:

1. Improving and strengthening the cultural enrichment programs and the information-providing services of libraries which are designed to serve the needs of independent learners.
2. Assessing the needs of local library users, the need for state aid support for libraries and the needs of state government.
3. Establishing and coordinating a variety of delivery systems designed to assist persons seeking learning opportunities.
4. Utilizing technology and telecommunication for instructional and informational programs and services offered to children and adults.

Objectives focus on seven areas:

I. PUBLIC LIBRARY COOPERATION

- to improve public library service by the further development and strengthening of public library cooperatives.

Background

This objective must provide both the opportunities and the means for public libraries to work together to serve the informational, educational, intellectual and cultural needs of Michigan residents and thus increase the probability of achieving EQUALITY OF ACCESS TO INFORMATION.

Michigan has a major library cooperative structure which brings local public libraries together (P.A. 89, 1977) for the purpose of providing a variety of services and programs. The promotion, development and interlibrary involvement of this network is essential for the effective coordination and sharing of library resources.

II. SERVICE TO THE DISADVANTAGED

- to meet the library and information needs of disadvantaged persons residing in urban and rural areas of the state.

Background

Such persons have educational, cultural, psychological, geographic, economic, or similar disadvantages that prevent them from receiving the benefits of library services designed for persons without these disadvantages. Why the person is disadvantaged is not important. The fact remains that people are disadvantaged when a local library cannot meet those needs which result from poverty, neglect, delinquency, age, linguistic or geographic isolation.

There also exists the need to encourage and develop library services to persons housed in institutions and adult foster care facilities.

III. SERVICE TO THE HANDICAPPED

- to provide the specialized library services needed by the blind, physically, mentally, visually and emotionally handicapped, and others including those residing in institutions and foster care facilities.

Background

Library services to the blind and physically handicapped have been provided for years through two regional libraries -- the Library of Michigan and the Wayne County Library. Since 1972, a program which extends services has been initiated through the establishment of sub-regional centers which are a part of the network of the Library of Michigan's regional library. The Wayne County Library's regional library has established its first subregional. The subregional libraries are designed to be public library service centers which offer a direct and highly individualized service at the local level to blind and physically handicapped patrons who live within the designated service area. Basic support services remain at the two regional blind and physically handicapped libraries where they can be provided more economically from central locations. There is a need for a closer alignment of the two networks.

Library services must be extended to other handicapped groups. For example, two subregional libraries have developed services for the deaf and hearing impaired with LSCA, Title I grant funds.

IV. SERVICE TO INSTITUTIONS

- to improve library services that directly relate to the habilitative, correctional, medical or other purposes of institutions operated by the State of Michigan.

Background

This objective must provide for the improvement of library services to those persons housed in state institutions. Libraries of all types should be encouraged to assist and support institutional libraries in their planning and development of services and programs.

Each institution should be encouraged to develop and maintain an adequate legal, recreational, educational and informational resource collection. Institutions must provide staff that is adequately trained in meeting the needs of their users whether it be from own resources or resources from other types of libraries.

V. STRENGTHEN THE STATE AGENCY

- to strengthen the Library of Michigan's coordination, assessment, resource, research and reporting capabilities.

Background

The Library of Michigan has a complex role in the development of library services in the State of Michigan. First, the Library of Michigan must serve as a special library to all three branches of state government. Another objective of the Library of Michigan is to assist local libraries in their development and to encourage cooperation among libraries of all types. The Library of Michigan also functions as a clearinghouse and reference resource library. The state agency acts as a subgrantor for the distribution of state and federal funds.

VI. PUBLIC LIBRARY CONSTRUCTION

- to provide new and remodeled public library buildings which are energy efficient and which meet the needs of all residents including accessibility for the handicapped.

Background

Every public library legally organized under the laws of the State of Michigan and meeting the minimum standards of P.A. 89, 1977, shall be entitled to apply for grants for the construction of public library facilities or acquisition and remodeling of a building for library use.

VII. MULTI-TYPE INTERLIBRARY COOPERATION

- to develop regions of cooperation among all types of libraries which promote resource sharing.

Background

Up until October 1980, the Library of Michigan acted as a clearinghouse and referral center for interlibrary loan requests received from all types of libraries. When the needed resources were not owned or available at the Library of Michigan, a referral system was used to tap the resources of the University of Michigan, Michigan State University, Wayne State University and Detroit Public Library. For years, this structure formed the Reference/Research network in Michigan with LSCA Title III monies used to fund Access Offices at the three major universities. The fifth major library in the Reference/Research network, Detroit Public Library, designated a state resource though it receives major state support as do the academic institutions in this document delivery system, was not included in the LSCA Title III funding.

With an increasing number of Michigan libraries entering their records into the OCLC data base, and with the development of computer output on microform catalogs and automated circulation systems, an increasing number of requests were being satisfied by the exchange of resources at the local and regional levels. At the same time, the volume of interlibrary loan activity has increased, causing delays in handling and filling requests at the five major Reference/Research libraries.

With that in mind, a Task Force on Interlibrary Loan was appointed by the State Librarian to design a new structure for resource sharing among all types of libraries in Michigan. What has evolved is a plan which created multi-type regions of cooperation. Planning documents detailing the restructure are found in the Appendix. The concept of regional resource sharing begins with:

The Local Library Unit (The First Level)

The first level is the Local Library Unit which should provide a wide variety of services and resources. The Local Library Unit's success in fulfilling user needs will depend mainly upon the library's physical facility, resources, financial support and staff expertise. When local user demand cannot be satisfied, the Local Library Unit should seek support and assistance from the second level.

Multi-Type Regions of Cooperation (The Second Level)

Regional resource sharing among public, school, academic and special libraries, provides access to greater quantities of more general and/or specialized resources and specialized staff. Libraries traditionally have built their collections independently and in isolation from other libraries. Holdings in public, school, academic and special libraries must be interwoven

to form a functioning and integrated, information-sharing network. The actual size of a region, or the number of participating library units will vary from one area to another. The actual formation of a region was determined by the participants and includes public library cooperatives, regional educational media centers, academic and special libraries. When it has been determined that the needed resource is not located within the Region of Cooperation, the request is sent to either another Region of Cooperation or the Reference/Research Institutions (third level).

The Reference/Research Network (The Third Level)

The third and final level of entry involves the coordination of major Reference/Research Institutions capable of delivering more specialized research and reference resources. These institutions are defined in P.A. 371, 1972, and comprise the University of Michigan, Michigan State University, Wayne State University, Detroit Public Library and the Library of Michigan.

Working in harmony, this three-level structure constitutes the essential elements which could lead to EQUALITY OF ACCESS TO INFORMATION for all of the residents of Michigan.

PROGRAM ACTIVITIES

The annual plans required for federal reporting shall describe the specific activities carried out annually toward achieving fulfillment of the long-range program. The format for filing annual reports is as follows:

I. LSCA Title I

Project 1 - Strengthening Library of Michigan service to library cooperatives, local public libraries and Michigan citizens.

Project 2 -

a. Grants to library cooperatives and to metropolitan or other public libraries that strengthen library service throughout the state.

b. Grants to major urban resource libraries.

Project 3 - Networking and library cooperation for public libraries.

Project 4 - Institutional Library of Michigan services.

Project 5 - Library of Michigan service to blind and physically handicapped.

II. LSCA Title II

Grants to public libraries for new construction, additions and remodeling for energy conservation and barrier free access.

III. LSCA Title III

Project 1 - Multi-type interlibrary cooperation/resource sharing. Grants to multi-type regions of cooperation; major university libraries to distribute bibliographic locator tools on a statewide basis; and appropriate organizations in order to facilitate the development of the Michigan Data Base.

The actual type of grants proposed for the next five-year period are outlined in the Year-by-Year Plan of Action section found near the end of this document. The Plan of Action also includes priorities on a year-by-year basis for the Library of Michigan as the state agency. The Plan of Action does not include priorities for funding. Such priorities, if necessary, will be developed on a yearly basis through staff recommendations in consultation with the State Librarian, the LSCA Advisory Committee, and the Legislative Council.

LSCA

TITLE I

PUBLIC LIBRARY COOPERATION

Strategies to accomplish the objectives of Public Library Cooperation as defined on page 13 may include the following:

A. Strengthen the Growth and Development of Library Services WITHIN Regional Geographic Areas.

1. Fund projects to library cooperatives, metropolitan libraries and other public libraries which extend library services into areas of the State which are without such services, or in which such services are inadequate.
2. Fund designated major urban resource libraries which provide and extend resources and information services to all member library units on a cooperative basis.
3. Fund programs and projects for library cooperatives, metropolitan libraries and other public libraries that directly impact on the exchange of resources and information for the education and recreation of independent learners.
4. Provide and encourage the development of educational in-service programs on the techniques and applications of networking among public libraries.
5. Acquire and improve local physical facilities which serve the needs of local library users. (This specifically pertains to remodeling buildings for the purpose of extending services where there are no library services or where the library services are inadequate.)
6. Fund projects and programs that provide for the use of databases which support the sharing of resources.
7. Encourage periodic meetings, in-service programs and other educational opportunities.

B. Strengthen the Growth and Development of Library Services AMONG Regional Geographic Areas.

1. Encourage meetings of cooperative directors and public librarians to improve communication and the exchange of information and ideas.
2. Fund programs and projects to promote the exchange of resources among cooperatives.
3. Discontinuance of the LSCA, Title I, funding of the regional film libraries requires that the public library cooperatives assume responsibility for their services.

C. Strengthen the Growth and Development of Library Services STATEWIDE.

1. Provide access to resources and information stored at the state's universities.
2. Provide for the use of databases at appropriate levels for securing information to fulfill patrons' educational and cultural needs.
3. Investigate and implement technological improvements in communication between the user and the sources of information, and in new communication techniques for supplying and transferring information and materials.

Service to the Disadvantaged

Strategies to accomplish the objectives for service to the Disadvantaged as defined on page 14 may include the following:

A. Strengthen the Growth and Development of Library Services WITHIN Regional Geographic Areas.

1. Identify urban and rural areas of the state where local library programs could serve the disadvantaged.
2. Fund programs and projects which fulfill a documented need where specific targeted groups of disadvantaged people reside within a library service area.
3. Support and promote library services where there exists a concentration of persons with limited English-speaking ability, through adult education programs which are planned and carried out in cooperation with other appropriate community agencies.
4. Encourage greater development and coordination of adult education programs by local libraries for disadvantaged residents who are not participating in a formal educational program.
5. Develop local public relations programs to inform and exchange information with local residents on adult learning options.
6. Strengthen library resources by permitting the acquisition and creation of specialized resources designed to meet the needs of the disadvantaged.
7. Promote volunteerism in areas where local groups, agencies and persons can provide assistance to the disadvantaged.
8. Fund programs and projects which serve older citizens in the community in which they reside.

B. Strengthen the Growth and Development of Library Services AMONG Regional Geographic Areas.

1. Develop awareness of the problems, talents and abilities of librarians in all types of libraries to serve the disadvantaged group.
2. Fund programs and projects designed specifically to solve disadvantaged needs which would adapt the strengths of one regional area into another area.
3. Encourage the exchange among libraries of health, retirement, and job information and materials.

C. Strengthen the Growth and Development of Library Services STATEWIDE.

1. Identify on a state level various concentrations of disadvantaged persons throughout Michigan.
2. Investigate and promote the development of data banks and/or special collections which can become statewide resources for disadvantaged patrons.
3. Sponsor workshops and conferences in coordination with other appropriate agencies that develop awareness and upgrade the skills of librarians in all types of libraries to serve the disadvantaged.

Service to the Handicapped

Strategies to accomplish the objectives for services to the Handicapped as defined on page 15 may include the following:

A. Strengthen the Growth and Development of Library Services WITHIN a Regional Geographic Area.

1. Where subregional services are more feasible, establish such services to handicapped persons, through networks.
   a. Fund programs and projects to service the blind and physically handicapped.
   b. Fund programs and projects to service the deaf and hearing impaired.
2. Seek continuing support for network services for the handicapped from state funds.
3. Create awareness and develop training programs designed to prepare library staff to assist handicapped persons.
4. Develop public relations programs to inform the public and potential users of community services and programs.
5. Promote volunteerism in areas where local groups, agencies, and persons can provide assistance.

B. Strengthen the Growth and Development of Library Services AMONG a Regional Geographic Area.
   1. Promote interaction between libraries for the exchange of information and resource sharing.
   2. Fund programs and projects which encourage the exchange of locally produced resources to avoid duplication of efforts.
   3. Provide in-service training workshops for upgrading skills and to encourage resource sharing.

C. Strengthen the Growth and Development of Library Services STATEWIDE.
   1. Plan the establishment of a network of services for the handicapped in Michigan.

2. Promote subregional development for the delivery of individualized services to the handicapped borrowers.
3. Introduce and support legislation that provides state funds to meet the costs of providing individualized services to the handicapped.
4. Sponsor workshops and conferences in coordination with other appropriate agencies which develop awareness and which upgrade the skills of librarians in all types of libraries to serve the handicapped.

Service to Institutions

Strategies to accomplish the objectives of services to Institutions as defined on page 16 may include the following:

A. Strengthen the Growth and Development of Library Services WITHIN Regional Geographic Areas.
   1. Fund library programs and projects to service residents of institutions and adult foster care facilities.
   2. Encourage each institution to seek adequate financial support from their state agency for meeting the total needs of their clients.
   3. Encourage public libraries and other libraries within the region to provide interlibrary loan, deposit collections and programs to local institutions.
   4. Promote volunteerism in areas where local groups, agencies and persons can provide assistance.

5. Provide library consultative services to institutions.

6. Encourage cooperative library programming among institutions of the same region.

7. Encourage each institution to meet standards for library service developed by recognized organizations.

B. Strengthen the Growth and Development of Library Services AMONG Regional Geographic Areas.

1. Encourage cooperative programming between institutions of different regions.

2. Assist institutional libraries to utilize the interlibrary network system for obtaining needed information and materials.

C. Strengthen the Growth and Development of Library Services STATEWIDE.

1. Sponsor workshops and in-service training meetings that develop awareness of the needs of institutionalized persons.

2. Encourage libraries to publicize the library services provided within the institution to all potential users.

3. Encourage institutional participation in the Council of State Agency Libraries (COSAL).

Strengthen the State Agency

Activities to achieve the objectives of Strengthening the State Agency as defined on page 16 may include the following:

A. Strengthen the Growth and Development of Library Services relating to COOPERATION/RESOURCE SHARING.

1. Seek the improvement of local physical facilities (new construction and remodeling) by encouraging the passage of

government bills that provide federal and state funds.

2. As a major reference/research library, fill specific monograph and periodical requests.
3. Support the creation of a storage facility for little used but significant informational materials which will be available on loan to all Michigan libraries.
4. Support in-service workshops aimed at resource sharing and coordinated services.
5. Devise enabling legislation and obtain funding for the multi-type regions of cooperation.
6. Develop criteria and assess the adequacy of all types of library services.
7. Investigate and implement technological improvements in communication between the user and the sources of information, and in the new communication techniques for supplying and transferring educational and cultural information and materials.

B. Strengthen the Growth and Development of Library Services relating to the DISADVANTAGED.

1. In coordination with other appropriate agencies, sponsor workshops to develop librarians' abilities to recognize and serve the disadvantaged.
2. Support the development of an information exchange service for all types of libraries which inform the disadvantaged of learning opportunities.

3. Develop a statewide data bank which is readily accessible to disseminate information to the disadvantaged.
4. Support the development and extension of library services for the disadvantaged.
5. Add the appropriate resources needed to develop statewide resources to the disadvantaged.

C. Strengthen the Growth and Development of Library Services relating to the HANDICAPPED.

1. Support and maintain a staff and collection of materials designed to effectively serve the handicapped.
2. Add the appropriate resources needed to develop statewide services for the deaf and hearing impaired.
3. Support statewide public relations programs to inform the handicapped of available library services.
4. Support and operate a Visually Handicapped Media Center at the state level for developing and supplying textbook materials and equipment.
5. Support the development and extension of statewide library services for the handicapped.
6. Support the passage of state legislation for the funding of library services for the handicapped.
7. In coordination with other appropriate agencies, conduct workshops and other in-service training for promoting service to the handicapped.

D. Strengthen the Growth and Development of Library Services on the STATE LEVEL and STATEWIDE.

1. Strengthen and expand the reference/research capabilities of the Library of Michigan in order to meet particular information needs of Michigan citizens and state government agencies.
2. Cooperate with other state agencies in the development of resource information.
3. Seek and secure state funding which supports state agency services and programs more equitably.
4. Establish and maintain a public relations program which will inform and stimulate the use of library services.
5. Provide staff who can research, abstract and analyze materials to meet statewide needs.
6. Support the building of statewide data bases of information.
7. Carry out a study and develop an implementation plan for automating the Library of Michigan.
8. Support the dissemination of educational and cultural enrichment information by libraries on a statewide basis.
9. Stimulate statewide planning designed to coordinate resource sharing among all types of libraries.
10. Support and upgrade the field of librarianship through a series of workshops/conferences and on-the-job experience programs.
11. Support activities that develop and improve services by state and local institutions and foster care facilities.
12. Collect, arrange, index and distribute to Michigan libraries publications of Michigan government agencies.

L S C A

T I T L E II

PUBLIC LIBRARY CONSTRUCTION

Priority of received public library construction projects will be determined in the following manner:

1. To the extent practicable, in a manner which maximizes immediate creation of new employment opportunities to individuals who are unemployed at least 15 of 26 weeks preceding the date of enactment of the Emergency Jobs Bill Act.
2. To the extent practicable, utilizes funds in areas of the State where unemployment is the highest.
3. The latest available unemployment statistics shall be used in determining areas of eligibility for construction grants awarded under the provisions of Public Law 98-8. County level unemployment statistics shall be used in determining the priority of proposed LSCA Title II project requests. High priority shall be extended to proposed LSCA Title II grant requests that involve barrier free and energy conservation remodeling activities. Special consideration will be extended to LSCA Title II grant requests that maximize job opportunities.

Public library construction projects shall be granted for the following purposes:

-- Allocate funds for construction of new public library buildings or additions to existing library buildings.

-- Allocate funds for remodeling projects for construction only that pertain to:

* Meeting standards adopted pursuant to the Act of August 12, 1968, commonly known as the Architectural Barriers Act of 1968.
* For remodeling designed to conserve energy in the operation of public libraries under approved State plans.

Public libraries that are applying for an LSCA II Construction Grant shall provide local funding at a level that assures that the State matching formula requirements are met.

The effective date of the library construction project shall be no earlier than the date on which the State agency approves the project.

Procedure: Application forms must be completed and filed with the State agency. The purpose of the application is to provide sufficient information for the State agency to determine the eligibility and priority of the proposed project. While an architect is not necessary at this stage of the application, the library must be able to provide the following important data:

1. A description of existing services and facilities.
2. A description of proposed services and facilities.
3. Preliminary estimates of cost of construction and equipping of project.
4. Outline of applicant's available financial resources or potential sources of funds.
5. The name of authorized agent to act for applying library in all manners pertaining to this program.
6. The applicant will be asked to make certain assurances, required by Federal regulations which include:
   a) Compliance with all labor standards and wage rates determined by the Secretary of Labor in accordance with the Davis Bacon Act and with the provisions of the Contract Work Hours Standard Act;
   b) Compliance with the minimum standards contained in the "American Standards Specifications for Making Buildings and Facilities Accessible to and Usable by, the Physically Handicapped," Number A1171-1961 as approved by the United States of American Standards Institute or other national standards;
   c) Compliance with any State of Michigan Building Code and standard.

d) Compliance that insures that when construction is completed, sufficient funds will be available for effective operation and maintenance of the facilities.

7. The applicant will be requested to accept a condition of terms in respect to payments with a specified amount withheld until the final audit is approved by the State.

The State agency will examine a received application and make its decision of approval or disapproval. The applicants will be informed by letter of the State agency decision.

Libraries whose applications are denied will be given an opportunity for a hearing before the State agency if they wish.

L S C A

T I T L E III

MULTI-TYPE INTERLIBRARY COOPERATION/ RESOURCE SHARING

Strategies to accomplish interlibrary cooperation and sharing of resources among all types of libraries may include the following:

A. Strengthen the Growth and Development of Library Services WITHIN Regional Geographic Areas.

Courses of Action:

1. Fund projects to regions of cooperation which promote interaction among all types of libraries to satisfy local user demands within regional geographic areas.
2. Fund projects to regions of cooperation which further the development of regional OCLC serials union listing.
3. Fund projects to regions of cooperation for regional outlets which extend library services into areas of the State which are without such services, or in which such services are inadequate.
4. Encourage cooperation of regional peers which promote interaction among all types of libraries to satisfy local user demands within regional geographic areas.
5. Develop federal document depository collections within regions of cooperation.
6. Provide and encourage the development of educational inservice programs on the techniques and applications of networking for regions of cooperation.
7. Fund projects and programs that provide for the use of data bases which support the sharing of resources.
8. Encourage periodic meetings, inservice programs and other educational opportunities.

9. Encourage participation by previously established networks in regions of cooperation.

B. Strengthen the Growth and Development of Library Services AMONG Regional Geographic Areas.

Courses of Action:

1. Fund programs and projects to promote the exchange of resources between and among regions of cooperation.
2. Encourage meetings between and among regions of cooperation to improve communication and the exchange of information and ideas.
3. Improve communication and the exchange of information among federal document depository libraries.

C. Strengthen the Growth and Development of Library Services STATEWIDE.

Courses of Action:

1. Utilize special task forces and other related groups to study ways to improve statewide services through resource sharing. Such groups include the Library of Michigan's Multi-Type Interlibrary Planning Committee, the Michigan Library Consortium, the Library Services and Construction Act Planning Committee, the Public Library Cooperative Directors, the Regional Educational Media Center Directors, the Michigan Library Association, the Michigan Association for Media in Education, Michigan Depository Council, the Special Library Association and representatives of academic and special libraries and the three accredited graduate

library schools which are located at Western Michigan University, University of Michigan and Wayne State University.

2. Provide access to the resources and information stored at the state's five Reference/Research libraries by distributing locator tools to the regions of cooperation such as the Union List of Selected Serials of Michigan, (ULOSSOM), and others, as well as the Library of Michigan's COM catalog.
3. Fund projects which further the statewide development of OCLC serials union listing.
4. Fund projects which further statewide access to machine-readable bibliographic records.
5. Provide for the use of data bases at appropriate levels for securing information to fulfill patrons' educational and cultural needs.
6. Implement a state plan for sharing federal document resources.
7. Investigate and implement technological improvements in communication between the user and the sources of information, and in new communication techniques for supplying and transferring information and materials.
8. Continue to investigate and report findings regarding multi-type library cooperation legislation in other states in preparation for seeking such legislation in Michigan.

COORDINATION

The state agency has a major responsibility for coordination of library programs among all types of libraries in Michigan.

The Library of Michigan's Multi-Type Interlibrary Planning Committee is seeking to improve statewide coordination of the programs and services of all types of libraries within regions of cooperation. Such cooperation is encouraged through the communication and planning which occurs at the meetings of the full committee and its sub-committees.

Other participants in the coordination of programs include library cooperatives (public), REMC's (schools), private and public institutions of higher education, special libraries, various consortium groups, representatives from library organizations and associations, the graduate library schools, state government agencies, as well as interested lay persons.

PLANNING

Through the establishment and continuance of an LSCA Advisory Committee, the state agency remains committed to annual review and revision of library planning for total library services.

The Library of Michigan accepts the responsibility for overall long-range planning involving all types of libraries including public, school, academic, and special. Special attention will be given to development of regions of cooperation whereby local regional resources are tapped first before entering a statewide interlibrary loan network structure. Concurrently, a special priority is placed on developing and extending library programs to blind and physically handicapped Michigan citizens as well as those who are residents of state institutions.

The Library of Michigan will strive to utilize various task forces and committees that provide information and contribute alternatives that best deliver the most effective and efficient library services possible at the local, regional, and statewide levels. In this endeavor the state agency will encourage statewide planning and the involvement of representative groups and individuals in order to assist local libraries through such activities as workshops, seminars, consultant services, and various informational programs.

EVALUATION

The Evaluation process involves the LSCA Advisory Committee and the Library of Michigan staff. For the LSCA Advisory Committee, evaluation includes annual review and revision of the Long-Range Program. Evaluation may also include review and recommendations for funding of project applications, on-site visits to approved projects and participation in the final reporting and evaluation process.

The Library of Michigan staff works with potential grant recipients in order to obtain an acceptable application. Each application includes a statement of assurances with a sign off by the fiscal agent for compliance with:

1) Title VI of the Civil Rights Act of 1964
2) Title IX, Education Amendments of 1972
3) Section 504 of the Rehabilitation Act of 1973
4) and requirements regarding changes in projects and budget, financial and evaluated reporting, and dissemination of information concerning projects.

The state agency has a staff member who is assigned the responsibility for monitoring activities and for assisting local libraries in their execution of the project. Evaluation of the project is continuous and will be conducted by means of the following:

a) Preliminary discussions concerning proposed projects with local library boards or institutional administrators, with library directors and supervisory personnel, and with any other agencies or community representatives concerned with the project.

b) On-site visits to the project during the program operations.

c) Analysis of written proposals, reports, budgets, audits, or other documents submitted in connection with the project to insure that the project continues to meet the original criteria for selection. All revision must be submitted in writing and approved prior to implementation.

d) Review of data and if possible, comparative analysis of related projects to measure effectiveness in terms of time, cost and performance.

Local libraries will be required to supervise, evaluate, and report on projects in such a way as to:

a) Identify the degree of effectiveness with which project goals and objectives have been and are being met.

b) Assess staff effectiveness in working with the community that is served by the project.

c) Identify the effectiveness of the dissemination of information concerning the project.

d) Determine program factors which should be retained, revised, augmented, or eliminated.

e) Idenfity and assess the impact of the project on the library's total program of service.

f) Examine the effects of the library's communication and coordination with other community agencies.

Library of Michigan staff members responsible for monitoring and evaluation will report on all activities to the appropriate Division Director and the State Librarian by means of written summary reports, and annual project reports and by conference as needed.

DISSEMINATION

Documents pertaining to the Library Services and Construction Act are published and distributed according to LSCA guidelines.

Distribution of such documents generally follows these steps:

a) Information discussed and reviewed with LSCA Advisory Committee.

b) Copies of the annually revised Long-Range Program are sent to public libraries and library cooperatives for their comments. Recorded versions of the document will be made available upon request. Written remarks are solicited. Library cooperatives are encouraged to share the LSCA III section with appropriate multi-type libraries.

c) Opportunities for verbal comments are provided at cooperative directors' meetings with Library of Michigan staff.

d) Documents are reviewed at Legislative Council meetings and approved for submission to the U.S. Department of Education.

e) Documents are forwarded to U.S. Department of Education.

f) Documents are printed and distributed to other state library agencies and included in the state depository exchange system.

YEAR-BY-YEAR PLAN OF ACTION
FY 1983-1988

LSCA TITLE I	FY 1984	FY 1985	FY 1986	FY 1987	FY 1988
I. Public Library Cooperation					
Grants to Library Cooperatives aimed at fulfilling federal and state priorities which promote cooperation	X	X	X	X	X
Grants to Major Urban Resource Libraries	X	X	X	X	X
Grants to metropolitan and other public libraries for individually developed programs					
II. Services to the Disadvantaged					
Grants to library cooperatives and/or their member public libraries for projects directed at servicing the disadvantaged	X	X	X	X	X
Grants to library cooperatives and/or their member public libraries to promote library services in areas of high concentration of limited English-speaking persons	X	X	X	X	X
Grants to library cooperatives and/or their member public libraries to develop programs for the aging	X	X	X	X	X
III. Services to the Handicapped					
Grants to public libraries that provide subregional services to blind/physically handicapped persons	X	X	X	X	X
Grants to public libraries that provide subregional services to the deaf and hearing impaired	X	X	X	X	X
IV. Services to Institutions					
Grants to library cooperatives and/or their member public libraries that address needs of residents residing in state and local institutions and foster care facilities	X	X	X	X	X

YEAR-BY-YEAR PLAN OF ACTION
FY 1983-1988

LSCA TITLE I (continued)	FY 1984	FY 1985	FY 1986	FY 1987	FY 1988
V. Strengthen the State Agency					
A. Cooperative/resource sharing Support activities that facilitate the exchange of information and library resources	X	X	X	X	X
Support activities that implement and support technological advancements in communicating, exchanging and/or supplying information	X	X	X	X	X
Support activities that fill specific monograph and periodical requests	X	X	X	X	X
B. Disadvantaged Plan, participate in, and coordinate information exchange services throughout the state for aiding the disadvantaged	X	X	X	X	X
C. Handicapped Support activities that provide services and materials to blind/physically handicapped persons	X	X	X	X	X
Support the development and coordination of a statewide network of services to the blind/physically handicapped and deaf and hearing impaired	X	X	X	X	X
D. State Level Services Support and strengthen reference/research capabilities of the Library of Michigan	X	X	X	X	X
Support activities that develop resource information	X	X	X	X	X
Support activities that upgrade the skills and knowledge of librarians	X	X	X	X	X

YEAR-BY-YEAR PLAN OF ACTION
FY 1983-1988

LSCA TITLE I (continued)	FY 1984	FY 1985	FY 1986	FY 1987	FY 1988
D. State Level Services (continued)					
Support activities that build statewide Data Bases of information	X	X	X	X	X
Support activities that develop and improve services provided by state and/or local institutions and foster care facilities	X	X	X	X	X
LSCA TITLE II					
VI. Public Library Construction					
Grants to public libraries for the construction and/or remodeling of public library buildings	X	X	X	X	X
LSCA TITLE III					
VII. Multi-Type Interlibrary Cooperation					
Grants to Regions of Cooperation for developing multi-type library services and programs	X	X	X	X	X
Grants to major reference/research libraries to distribute bibliographic locator tools on a statewide basis	X	X	X	X	X
Grants for promoting statewide Michigan Data Base development	X	X	X	X	X

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The plan of action does not include priorities for funding. Such priorities, if necessary, will be developed on a yearly basis through staff recommendations in consultation with the State Librarian, the LSCA Planning Committee and the Michigan Legislative Council.